

QUALIFICATION INFORMATION

Complete this form and submit with the required qualification documents listed on the attached Qualification Requirements sheet. A Bingo, Raffle, or Charity Game Ticket license application and fee may also be submitted with this information. See box #5 below for mailing instructions.

Please allow 8 weeks for the qualification process.

1. ORGANIZATION INFORMATION

Organization Name			
Organization Physical Street Address			
City	State	Zip Code	County
Organization Mailing Address			<input type="checkbox"/> Same as Physical Address
City	State	Zip Code	County
Organization Telephone Number			

2. ORGANIZATION PURPOSE

Briefly describe the purpose of your organization.
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3. LICENSE APPLICATION

Enclosed is a completed application and fee for a <input type="checkbox"/> Bingo <input type="checkbox"/> Raffle <input type="checkbox"/> Charity Game Ticket license Make checks payable to STATE OF MICHIGAN.
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4. AUTHORIZED CONTACT PERSON

First Name		Last Name		Position/Role with Organization	
Mailing Address				City	
State	Zip Code	Telephone Number (Day)		Telephone Number (Evening)	
By signing below, I hereby certify that the representations, information, and data presented are true, accurate, and complete to the best of my knowledge. I understand that failure to answer truthfully, completely, and accurately could preclude the organization from receiving an approval to obtain a gaming license.					
Authorized Contact Person Signature					Date
Print Authorized Contact Name and Title					

5. MAILING INSTRUCTIONS

Mail this completed Qualification Information form, the required qualification documentation listed on the Qualification Requirements sheet, and the completed license application and fee (if also applying for a gaming license) to Charitable Gaming Division, PO Box 30023, Lansing, MI 48909. If submitting by overnight carrier (FedEx, UPS, etc.), send to Charitable Gaming Division, 101 East Hillsdale, Lansing, MI 48933.
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EDUCATIONAL ORGANIZATION QUALIFICATION REQUIREMENTS

Please allow at least 8 weeks for the qualification process.

Public schools, nonprofit charter schools, and school districts can qualify for licensing and generally do not need to submit qualification information.

Private schools can qualify for licensing and shall submit the following information in the name of the organization prior to being approved to conduct a bingo, millionaire party, raffle, or charity game. A previously qualified organization may be required to submit updated qualification information to assure its continued eligibility under the act.

1. A signed and dated copy of the organization's current bylaws or constitution, including membership criteria.
2. A complete copy of the organization's Articles of Incorporation that have been filed with the Corporations and Securities Bureau, if the organization is incorporated.
3. A provision in the bylaws, constitution, or Articles of Incorporation that all assets, and real and personal property will revert to the local government or another nonprofit organization should the organization dissolve.
4. A copy of the letter from the IRS stating the organization is exempt from federal tax under IRS code 501(c)

OR

copies of one bank statement per year for the previous five years, excluding the current year.

5. A letter from the Michigan Department of Education stating the organization complies with the revised school code, 1976 PA 451, MCL 380.1 to 380.1852.

Note: School teams, classes, clubs, and other groups sponsored by the school or school district generally do not qualify for licensing. Applications in support of these functions should be submitted in the name of the school or school district. Also, college fraternities and sororities are specifically prohibited under Act 382 of the Public Acts of 1972, as amended, from conducting gambling activities in Michigan.

Additional information may be requested after the initial documents submitted have been reviewed. If you have any questions or need further assistance, please call our office at (517) 335-5780.

Act 382 of the Public Acts of 1972, as amended, defines an educational organization as "an organization within this state that is organized not for pecuniary profit, whose primary purpose is educational in nature and designed to develop the capabilities of individuals by instruction in any public or private elementary or secondary school that complies with the revised school code, 1976 PA 451, MCL 380.1 to 380.1852, or any private or public college or university that is organized not for pecuniary profit and that is approved by the state board of education."